

Richmond Transportation Committee
Meeting Minutes – June 4, 2020

All participants attended the meeting remotely.

Committee members: Cathleen Gent (co-chair), Chris Cole (co-chair), Jon Kart, Erik Filkorn

Others participating: Town Planner Ravi Venkataraman

Cathleen Gent opened the meeting at 5:34 PM.

Meeting Minutes: May 7, 2020 – Motion by Chris Cole, seconded by Erik Filkorn, to approve the minutes. Jon Kart offered one minor change. The motion was approved unanimously.

Update RE: UPWP Grant Application – Ravi Venkataraman reported that the town has received funding for the two projects. He will serve as the grant administrator. The town may have to look again at the match for the grants due to COVID-19 impacts on the town budget. Committee members expressed concern that the grant match may be in jeopardy. CCRPC will follow up with Venkataraman about the next steps for the project, including consultants. Venkataraman will send to committee members the official notice about the grant awards as well as the original grant applications. At the next Transportation Committee meeting, the project elements will be reviewed again, in particular the scope of work and work plans.

Transportation Implementation Plan – Transportation Committee members made several changes to the Transportation Implementation Plan. Cathleen Gent will add those changes to the document, which will then be complete (following review by Jon Kart).

Public Participation Plan – Transportation Committee members made several changes to the Public Participation Plan. Cathleen Gent will add those changes to the document, which will then be complete (following review by Jon Kart).

Public Participation Plan

The Transportation Implementation Plan will be posted on the town web site and an announcement on Front Porch Forum will be done.

Cathleen Gent will prepare a draft survey for the public in advance of the next meeting, focused on the Transportation Implementation Plan.

The Transportation Committee also discussed sending emails to other town committees, putting flyers in the Richmond Market, and preparing an article in the Times Ink when the survey is ready for distribution.

At 6:15 PM, Jon Kart offered a motion to adjourn, seconded by Chris Cole. Motion passed unanimously.

Minutes taken by Cathleen Gent